



Community Outreach and Education Manager (FT)

Starting Salary (\$61,185-\$86,093)

Location:

Remote with statewide travel as the roles and responsibilities of the position dictate, including working sessions with the State Director 1-2 times per month in the Greater Boston area (depending on the location of the selected candidate). The person hired for the position will have extensive familiarity with Massachusetts and reside in the state. The State Director is committed to limiting travel as much as possible by sharing in responsibilities that require in-person attendance. This will be discussed during the interviewing process.

Introduction to Massachusetts CASA Association:

Massachusetts CASA Association (hereby referred to as “Massachusetts CASA”) was founded in 2017 and hired its first state director in 2018. The organization hired Charles Lerner, a foster care alumni and Boston CASA’s founding Executive Director, on June 1, 2022. Massachusetts CASA is independent of the Commonwealth’s seven CASA programs. Our purpose is to: (1) provide capacity-building support around volunteer recruitment, training, and supervision to CASA’s seven programs (Berkshire, Bristol, Essex, Hampden, Franklin/Hampshire, Suffolk/Middlesex, and Worcester); (2) raise public awareness about CASA, its impact, and the experiences of children and families who are involved in the court system due to alleged parental abuse or neglect; (3) provide equity and justice-centered statewide training and professional development opportunities for CASA staff and volunteers; (4) be a catalyst for statewide CASA growth and expansion leading to more children being appointed advocates; (5) collaborate with key child welfare stakeholders (e.g. DCF, CPCS, the Juvenile Courts) and coordinate highly-effective statewide public policy and advocacy efforts that will result in a more equitable and just child welfare system and better outcomes for children and families; and (6) lead the CASA network in measuring its impact. Visit <https://macasa.org/> to learn more.

Introduction to the Position:

Massachusetts CASA is a statewide organization based in Boston. We’re beginning to grow and seeking a full-time Community Outreach and Education Manager. This new staff member is expected to be a key thought partner to our State Director and have a great deal of influence over strategy development and implementation for multiple Massachusetts CASA priorities including: (1) raising public awareness about CASA, its impact, and the experiences of children and families who are involved in the court system due to alleged parental abuse or neglect among various stakeholders (e.g. the community at large, the legislature, prospective funders) and (2) providing equity and justice-centered statewide training and professional development opportunities for CASA staff and volunteers. Additionally, the Community Outreach and Education Manager will partner with the State Director in providing support to CASA programs as needed around volunteer recruitment and training. They will also participate in statewide advocacy and policy efforts.

A strong candidate will share the principles that drive Massachusetts CASA's work. See our values here: <https://macasa.org/about-us/>. They are a justice seeker, systems thinker, humble, self-reflective, and strives to meet people where they're at.

Key Responsibilities:

- Contributes to and oversees statewide volunteer recruitment and community awareness efforts, including campaigns.
- Assists local CASA programs in developing their own recruitment strategies.
- Contributes to and manages communications content, including on Massachusetts CASA's website and social media channels. Assists the State Director in preparing for legislative testimony, media submissions and appearances, and press releases.
- Facilitates communications and maintains relationships with various stakeholders, including local CASA programs, volunteers, and funders.
- Serves as a representative of Massachusetts CASA and the statewide CASA network in the community.
- Establishes, cultivates, and maintains partnerships with relevant agencies and organizations (e.g. nonprofit partners, the Department of Children and Families, attorney groups).
- Assists in developing curriculum for pre-service and ongoing training for CASA staff and volunteers across the state. Ensures that these resources are shared with local CASA programs.
- In partnership with the State Director and Board of Directors, oversees the planning and execution of an annual statewide event for staff and volunteers.
- Participates in board meetings and select board workgroups as assigned by the State Director.
- Performs other related duties as assigned by the State Director.

Required Qualifications:

- You have at least 3-5 full-time equivalent years of experience in community engagement (e.g. volunteer recruitment, community mobilizing).
- A deep understanding of the child welfare system.
- You're up for traveling across the state in order to provide equitable support to all of our programs from New Bedford to Pittsfield. Travel is not expected to exceed once a week (with Boston being the most common location for in-person meetings) and mileage will be reimbursed.
- You're a talented public speaker who always considers your audience when delivering a message.
- You value doing your research and backing your positions with data (although you scrutinize where the data is coming from).
- You're willing to put pen to paper (or fingers to the keyboard) to engage the community via electronic communications including social media posts, blogging, compelling "newsletters").

Preferred Qualifications:

- Massachusetts CASA encourages candidates of all backgrounds to apply for this position with a strong preference for someone with lived experience in foster care (*being defined here as someone who was in out of home care and in the custody of the state and/or a parent who had their child/ren in the custody of the state*). It's also our intention to build a team at Massachusetts CASA that reflects the communities we serve. Considering the disproportionality of children and families of color involved in our state's child welfare system, those who identify as part of the BIPOC community are strongly encouraged to apply.

- You have experience in developing training curriculum and facilitating training. (** While this position's primary responsibility will be community engagement, it will have some responsibilities related to training*).
- Available to work evenings and weekends as needed. It is not anticipated that this will be expected every week. Rather, a couple evenings and/or a Saturday per month at most.
- Experience using Microsoft Office, social media platforms, and WordPress.

Position Reports To:

State Director

Position Supervises:

AmeriCorps Member (Co-supervises with State Director)

Salary and Benefits:

- \$61,185-\$86,093 (**the starting salary of the person hired will be based on their number of years of full-time equivalent experience in a related position- volunteer and/or professional- and level of responsibility in those positions*).
- 15 days off for planned vacation (** with an increase to 20 days at the beginning of Year 3*).
- 64 hours of annual time off for caring for the physical and/or mental health of the employee or loved one.
- 12 paid holidays.
- Medical, dental, and vision.

INSTRUCTIONS FOR APPLYING:

Please forward the following materials to Charles Lerner, State Director at charles@macasa.org if you're ready to apply! Applications will be accepted on a rolling basis and review will begin on Tuesday, July 30th. Please do not hesitate to be in touch to confirm that applications are still being accepted. We will make an announcement as soon as a candidate has been selected and accepted the position.

(1) Resume

(2) In place of a cover letter, we'd like to hear your thoughts and reflections on the questions below. In a Word document, please just include your name and the responses to the following:

- What motivated you to apply for the position?
- Why do you believe you're a great fit for the position and it's a good fit for you at this point in your career?
- What does justice and equity look like to you, especially pertaining to the child welfare system?